



## CALIFORNIA COUNCIL on BASE SUPPORT and RETENTION

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### INVITATION AND INSTRUCTIONS FOR APPEARANCE BEFORE

### CALIFORNIA COUNCIL ON BASE SUPPORT AND RETENTION

**TO:**

**ALL COMMUNITY BASED ORGANIZATIONS (CBO's), MUNICIPAL LEADERS,  
ELECTED OFFICIALS AND INTERESTED PARTIES**

**SUBJECT:**

**INSTRUCTIONS AND INFORMATION PRIOR TO PRESENTATION OF CBO  
MATERIALS AND OTHER TESTIMONY**

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**On November 8, 2004, Governor Arnold Schwarzenegger appointed the California Council on Base Support and Retention. The Council will host six public forums throughout California to gather testimony, engage in a dialogue, and formulate recommendations to retain military bases and missions in the State.**

**The dates, times, and locations of those hearings are attached to this invitation and memorandum.**

**DISCUSSION:**

**To make the Council public forums as productive as possible the following guidelines have been developed to encourage a focused, time-sensitive, efficient presentation to create a broad dialogue between members of the Council and those appearing before it.**

**Listed below are considerations and general criteria for meeting with the Council:**

- **How does the base in your area meet current DoD needs? Be specific.**
- **How can the base in your area meet future DoD needs? Be specific.**
- **How can the base in your area aid in DoD's transformation? Be specific.**
- **What has your community done to support the military mission by addressing land use policies and/or simplifying municipal procedures?**
- **What can the Council and your community do together to protect these military sites from realignment or closure?**

**Planning suggestions in advance of the field hearing:**

- Please RSVP as soon as possible, and no later than three days before the scheduled public forum in your area, of your intention to testify. RSVP to [jstoulil@bth.ca.gov](mailto:jstoulil@bth.ca.gov); 916-323-5485.
- Carefully estimate the time for your presentation. Presentations will be grouped into panels for each forum. Time will be very limited and specifically scheduled for each base during the day. If time permits, additional general testimony will be allocated at the end of the scheduled speakers or at the end of the day.
- Please submit written and, if appropriate, electronic copies of your presentation to the Council in advance of your scheduled date of appearance.
- Advise Council support staff if you will need Power Point capability, or any other electronic or video capabilities, at your scheduled forum as soon as you are aware of it.
- Confine your presentation to the DoD criteria. Everything you propose should relate to military value.
- Bring all material you wish to leave with the Council to the public forum.
- Keep your presentation to the time allotted. Speakers should be fully prepared. Submit written copies of your comments at the time of the hearing. Electronic copies of all your material may also be sent to Council staff – [jstoulil@bth.ca.gov](mailto:jstoulil@bth.ca.gov).
- Arrive early and be prepared to stay the entire day.

Your participation is welcome as these public forums enable the Council to hear your story, gather information, discuss strategies, and develop recommendations for State action.

NOTE: The Council especially welcomes all elected official staffs. We encourage you to use these forums to familiarize yourself with all the issues on base closure and realignment.

Sincerely,

James F. Spagnole, Director  
Office of Military & Aerospace Support

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